

# OFFICIAL

## LIBRARIES BOARD OF SOUTH AUSTRALIA

### MEETING OF THE LIBRARIES BOARD OF SOUTH AUSTRALIA

Thursday 11 August 2022

Minutes No. 873

The meeting was held at Moonta Library, Moonta, as part of the Libraries Board Regional Tour. The meeting started at 3.15pm.

#### 1 Welcome

##### 1.1 Present

Bruce Linn (Chair), Janet Finlay, Professor Amanda Nettelbeck, Scott Hicks, Professor Joanne Cys and Megan Berghuis

##### In Attendance:

Geoff Stempel (Director, State Library of SA)

James Kemperman (Manager Technology, Systems and Infrastructure) – Minute Taker

##### 1.2 Apologies

- Marissa King (Manager, Finance, Risk and Compliance, State Library of SA)
- Heather Ware (Executive Board Officer)
- Hanlie Erasmus (Associate Director, Public Library and Corporate Services)

##### Leave of Absence:

- Jo Bayly (Associate Director, State Library Services)

##### 1.3 Acknowledgement of Country

The Chair made an acknowledgement of Country.

##### 1.4 Conflict of Interest

No conflict of interest was raised.

#### 2 STARRING OF AGENDA ITEMS

**Motion: That all non-starred items be received, and all recommendations contained therein are adopted and carried.**

**Moved: M Berghuis      Seconded: S Hicks**

#### 3 URGENT ADDITIONAL AGENDA ITEMS

No additional items were added.

#### 4 MINUTES

##### 4.1 Minutes of previous meeting

**Motion: That the minutes of the Board meeting held on 11 July 2022 be confirmed.**

**Moved: J Cys                      Seconded: A Nettlebeck**

##### 4.2 Action List

The Chair noted the following:

OFFICIAL

## OFFICIAL

- *31-May-22 'Establish a Philanthropic Steering Committee, including appropriate members'* – No further update.
- *31-May-22 'Communication with the Stakeholders on the Collaboration Agreement'* – The Chair and Director to have a conversation with the new LGA President following LG elections. In the meantime, the Chair and Director to meet with the LGA CEO at the earliest opportunity to discuss funding.

### 4.3 Matters dealt with out of session

No matters were dealt with out of session.

## 5 STRATEGIC MATTERS (Presentations, Key Strategy Updates)

No papers.

## 6 FINANCE AND RISK COMMITTEE REPORT

### 6.1 Summary of Finance and Risk Committee (FRC) Meeting held on 28 July 2022

Janet Finlay, as Chair of the Finance and Risk Committee, spoke to the Summary report and provided the following updates to the Board.

- **Customer Relationship Management (CRM) Systems Accessing Library Management System (LMS) data**

**Resolution: The Libraries Board approved the Public Libraries Services making LMS data available to Councils for access via their Customer Relationship Management Systems.**

- **Bequest and Donated Funds Policy Review**

**Resolution: The Libraries Board agreed that the Finance and Risk Committee will make amendments to the draft policy for consideration at the next Finance and Risk Committee meeting before being provided to the Libraries Board for approval.**

- **Budget 2022-2023**

**Resolution: The Libraries Board noted that no resolution was required.**

- **Cyber Security Update 2022**

**Resolution: The Libraries Board notes the report and is conscious of its compliance requirements and is concerned about available resourcing.**

- **Business Continuity Plan 2022**

The proposed testing of the BCP is a modest desktop review. Through the pandemic, the activating of the BCP was required.

**Resolution: The Libraries Board noted the Business Continuity Plan 2022.**

- **Risk Update**

No resolution was required.

- **Macquarie Report 30 June Update**

No resolution was required.

OFFICIAL

## OFFICIAL

**Resolution: The Libraries Board accepts all resolutions as listed within the Summary Report of Finance and Risk Committee Meeting – 28 July 2022.**

**Moved: J Finlay    Seconded: J Cys**

### **7 PUBLIC LIBRARIES COMMITTEE REPORT**

#### **7.1 Summary of Public Libraries Committee (PLC) Meeting held on 26 July 2022**

Megan Berghuis, as Chair Public Libraries Committee, spoke to the Summary report.

- **Public Library Services Report for the April to June 2022 quarter**

Megan Berghuis advised the Board of the following:

- The number of physical loans had now returned to those levels recorded pre-Covid.
- Libraries Alive has been used for a review of the South Australian Public Network benchmarking review project.
- SA Memories project is progressing under the leadership of Jo Cooper, and is being met with enthusiasm by public library staff.
- Tech Savvy Senior's program from Telstra, is now coming to an end and we are working with Telstra to see what new programs may commence.

**Resolution: The Libraries Board noted this report.**

- **Revised Budget 2022-2023**

Megan Berghuis spoke to the paper and advised that the revised budget incorporates all the project work in the document presented previously to the Libraries Board, as well as the Digital Content Levy.

The 'Being Digital' brand has achieved some traction and recognition and a brief discussion was held about the merit in continuing to utilise this.

The Chair noted that funding for the initial one-year period for 'Being Digital' had been a positive investment, with 'Being Digital' having made a big impact. There were some discussions on the possibility of sourcing additional future funding to allow 'Being Digital' to continue.

**Resolution: The Libraries Board noted this report.**

**Resolution: That the Libraries Board notes the Summary Report of the 26 July 2022 PLC meeting and approves/endorsees the resolutions recommended by the PLC.**

**Moved: M Berghuis    Seconded: J Finlay**

### **8 PHILANTHROPIC STEERING COMMITTEE REPORT**

No update.

### **9 DIRECTOR'S REPORT**

The Director provided a verbal update to the Libraries Board, which included the following:

- The ACC approved delegation for further negotiation regarding the visitor centre to council's Chief Executive.
- The Chair, Director and Jo Bayly spoke with all resident organisations about future working relationships
- Discussion occurred regarding a strategic approach to re-considering the services and funding for the entire public library network, including the State Library. The Board supported this approach, with a paper to come back to the Board in coming months

OFFICIAL

**OFFICIAL**

**Motion: That the Libraries Board notes the Director's report.**

**Moved: J Cys      Seconded: A Nettelbeck**

- 9.1 Any 'For Decision' items that may arise from Director's Report**  
No items were raised.

**10 MATTERS FOR NOTING**

**10.1 Libraries Board – Annual Report 2021-2022**

**Motion: That the Libraries Board approves the draft Libraries Board of South Australia Annual Report for 2021-2022, provided that changes required by the Department of the Premier and Cabinet (DPC) to the draft are of an administrative nature and do not materially affect the substance of the annual report.**

**Moved: A Nettelbeck      Seconded: S Hicks**

**11 ANY OTHER BUSINESS**

**11.1 General matters**

Megan Berghuis advised the Board that she attended an interesting talk from the Hon Tony Burke MP, Federal Minister for the Arts, where he released his new cultural arts policy, '[A new era for the arts in Australia](#)' which was impressive.

Janet advised that the draft financial statement will come to the next Libraries Board meeting before the audit is complete and before the Finance Committee has reviewed and signed off.

**12 DATE OF NEXT MEETING**

The next Libraries Board meeting is scheduled for **Monday 12 September 2022**. The meeting will be held in the Bronwyn Halliday Studio, State Library of South Australia.

The meeting closed at 4.17pm.

Chair: .....

Date: .....